

BOROUGH OF JEFFERSON
COUNCIL REGULAR MEETING
MONDAY, AUGUST 6, 2018
P.O. Box 146 • 48 Baltimore St. • Codorus • PA 17311
York County • Pennsylvania

In Attendance-Council:

President Marlyn Stauffer
Vice President Dave Loeffler
President Pro-Tem Frank Thomas
Councilwoman Anne Loeffler
Councilman Zachary Thoman

In Attendance:

Mayor Jim Sanders
Solicitor Devon Myers, CGA Law Firm
Engineer Chris Toms, C.S. Davidson
Secretary/Treasurer Janny Graham
Conrad Eiben, ZHB Chairman
John McLucas, Zoning Officer

1. CALL TO ORDER AND PLEDGE TO THE FLAG

President Marlyn Stauffer called the August 6, 2018 regular meeting of the governing body to order at 7:00 p.m. and led the pledge to the flag.

2. JULY 9, 2018 MINUTES

a) Councilwoman Loeffler made the **motion** to approve the July 9, 2018 Minutes, Councilman Thomas seconded and the motion passed 5-0.

3. PUBLIC COMMENTS

a) Kate Sweeney, Director for Glatfelter Library, was in attendance for an update regarding the library and projects for the future.

4. SOLICITOR'S REPORT

- a) 49 York Street Variance Appeal – Received the decision from the Commonwealth Court of Pennsylvania which reversed the Zoning Hearing Board Variance approval for 49 York Street driveway variance. President Stauffer made the **motion** to have the solicitor send a letter to the Mr. & Mrs. Rohrbaugh to inform them that they will need to comply to the borough ordinances regarding their driveway, Councilwoman Loeffler seconded and the motion passed 5-0.
- b) PIB Loan for Street Improvements –
- Council reaffirmed Resolution No. 2018-06, Authorizing Small Borrowing for Capital Purposes Under Section 8109 of the LGUDA, which was passed at the July 9 Regular Council Meeting with a vote of 5-0. The vote was President Stauffer-yes, Vice President Loeffler-yes, Councilman Thomas-yes, Councilman Thoman-yes, and Councilwoman Loeffler-yes.
 - Promissory Note – Councilman Thoman made the **motion** to approve the Promissory Note to make 5 payments for the next 5 years starting with 2019, Councilman Thomas seconded and the motion passed 5-0.
 - PIB Loan Agreement – Councilman Thoman made the **motion** to approve the Infrastructure Bank Loan Agreement No. 521232, Councilman Thomas seconded and the motion passed 5-0.
 - Ordinance for PIB Loan – Councilwoman Loeffler made the **motion** to authorize advertising of an Ordinance for the PIB Debt Loan if required, Councilman Thomas seconded and the motion passed 5-0.
- c) Use of Fireworks Ordinance – Discussion was opened and solicitor informed council of the state law that allows people to use fireworks but the borough could restrict use of fireworks on streets and borough property.
- d) 6 Highland/Starlite Drive Right-of-Way Violation – Solicitor will send letter to Mr. & Mrs. Kesecker in response to their request of leaving trees in right-of-way. They will be allowed to keep the trees but they are required to abide by the ordinance of keeping trees trimmed off of roadway and any safety issues in the future would be addressed as needed.
- e) Ownership Issue for Property on north west corner of South Burns Road and Raber Drive – More research will be done by Solicitor.

- f) Emergency Radio Lease Agreement – York County Department of Emergency requires a Lease Agreement for the use of the emergency radio system that is in the office because of warranty issues.

5. ENGINEER'S REPORT

- a) 2018 Street Improvements – Finalizing the Loan Agreement and financing for the project.
b) 17 Burns Road-Spangler (Lot 2) – Stormwater review was completed and meets Borough and County requirements. Engineer's recommendation is to have our Zoning Officer monitor the progress.
c) Senft Road – Discussed possible improvements in the future.
d) 11 Burns Road Culvert – There was some drainage problems with the recent heavy rain but the culvert is adequate for normal rain storms.

Solicitor and Engineer Left Meeting – 8:40 pm.

6. TREASURER'S REPORT

- a) Cash Flow Report, Budget vs. Actual Report, Income & Expense Reports for July – Councilwoman Loeffler made the **motion** to accept the Treasurer's Report, Councilman Thoman seconded and the motion passed 5-0.

7. JEFFERSON CODORUS JOINT SEWER AUTHORITY REPORT

- a) Operations – Waiting for grant approval for financing of the screening project. The Annual Audit was completed.
b) Next meeting is scheduled for November 7, 2018.

8. ZONING/PERMIT REPORT

- a) Permit & Ordinance Violations July Report – John McLucas, Zoning Officer, was in attendance and gave a report and updated current violations.

9. MAYOR'S REPORT – Mayor Sanders attended the Annual PMSA conference.

10. COMMITTEE REPORTS / COMMITTEE ASSIGNMENTS

- a) Building, Property and Supply – Chairperson D. Loeffler
- Maintenance Personnel – Advertised position and received inquiries and an application.
 - Maintenance List – August.
 - Shed Parking Lot – Councilwoman Loeffler made the **motion** to get stones for the shed parking lot where the campers and bus park, Councilman Thoman seconded and the motion passed 5-0.
 - Park Sign (Harbold) – Waiting for Spring Grove Borough to install.
 - Shed Painting – Received estimate from Frey's Custom Painting for the amount of \$1770.00, which has been scheduled for October or sooner.
 - Borough Windows – Look for another contractor.
 - Cannon Touch Up – Trying to get information for paint color.
 - Shrubs on circle – Spring Grove Borough is scheduled to trim.
 - Dump Truck and Salt Spreader and Plow – Update for selling.
- b) Finance – Chairperson A. Loeffler
- YATB – Councilwoman Loeffler gave a report.
 - YATB Request Opposing House Resolution 291 - Reviewed Document House Resolution 291. Councilwoman Loeffler made the **motion** to approve a Resolution to support the maintaining of the collection of Earned Income Tax at the county level as authorized by Act 32 and opposing the statewide Earned Income Tax collection by the Commonwealth of Pennsylvania and to allow the solicitor to review and make any changes that are necessary to the resolution, Councilman Thoman seconded and the motion 5-0.
- c) Lights, Water & Gas – Chairperson Thoman.
- Outages – Hanover Street and Senft Road street lights have been submitted to MetEd.
 - Circle Lights – Continue to Update.
- d) Public Safety and Welfare – Chairperson A. Loeffler

- JVFC Report – No Meeting
 - Spring Grove Ambulance Report – Reviewed report sent from SG Ambulance.
- e) Solid Waste and Sewer – Chairperson F. Thomas
- f) Streets & Sidewalks – Chairperson D. Loeffler
- Snow Removal Contract Agreement – Final signatures.
 - No Parking Sign Placement – Need to confirm placement of signs and number of signs needed on Hanover Street.
 - Trees along 11 Burns Road – Pine Trees need to be trimmed.
 - PennDot – Will be marking the circle roadway in September because of a complaint.

11. NEW BUSINESS

- a) Tax Collectors Annual Convention – Councilman Thoman made the **motion** to approve paying the fees for the Borough Tax Collector to attend the Annual Convention for \$160.00 which also helps to get the training points that is required every 4 years, Councilwoman Loeffler seconded and the motion passed 5-0.
- b) PSAB Plaque – President Stauffer received the Certified Borough Official Achievement Award from PSAB which was announced at the PSAB Annual Conference.

12. OLD BUSINESS

- a) National Night Out – August 7 (Tuesday)
- b) Planning Commission Vacancy – Need to fill 1 or 2 positions, term ending 12/31/19.
- c) Zoning Hearing Board Member Vacancy – Need to fill 1 position, term ending 12/31/18

13. PUBLIC COMMENTS – None

14. CORRESPONDENCE

- a) York County Office of Emergency Management – Sponsoring a Community Exercise
- b) H&H General Excavating – Drop-Off Items for Mulch
- c) PSAB Update – Newsletter

15. MEETING AND TRAININGS

Organization	Subject	Date
PSAB	Legal Update – Sheraton Harrisburg-Hershey	Aug. 8-9, 2018
YCPC	Monthly Meeting	Aug. 21, 7:00 pm
BORO	Borough 2019 Budget Meeting (Tuesday)	Aug. 21, 7:00 pm
BORO	Borough 2019 Budget Meeting (Tuesday)	Sept. 18, 7:00 pm
LCPC	Lancaster Cty Planning Commission – Addressing Noise in PA Communities & Neighborhoods (Lancaster Government Ctr)	Sept. 19, Noon-1:15
YCDES	Community Exercise (Scenario for a local emergency)	Sept. 26, 9 am - noon
JCJSA	Sewer Authority Meeting (Wednesday)	Nov. 7, 7:00 pm
YCDES	IS Classes for NIMS: http://www.training.fema.gov/IS/crslist.asp http://www .	
PSAB	Education Courses: www.classes.boroughs.org	PSAB Courses
PSAB	Webinars: www.boroughs.org	PSAB Training
PA LTAP	Local Technical Assistance Program – Classes Available (PennDot)	LTAP Website

16. ADJOURNMENT – Councilman Thoman made the **motion to adjourn at 10:30 pm., Councilman Thomas seconded and the motion passed 5-0.**

Respectfully Submitted,

Janny Graham, Borough of Jefferson Secretary